

Agenda Item Form

Agenda Date: 03/30/04

Districts Affected: ALL

Dept. Head/Contact Information: Byron E. Johnson, C.P.M., X4313

Type of Agenda Item:

- | | | |
|--|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input checked="" type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input type="checkbox"/> Other _____ | | |

Funding Source:

- ☐ General Fund
- ☐ Grant (duration of funds: _____ Months)
- ☒ Other Source: Non Departmental Budget

Legal:

- ☒ Legal Review Required Attorney Assigned (please scroll down): None ☐ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days: _____

Why is this item necessary:

To perform Executive Search for City Manager

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

Statutory or Citizen Concerns:

Departmental Concerns:

*
DATE: March 25, 2004
TO: Municipal Clerk
FROM: Byron E. Johnson, C.P.M.
Director of Purchasing X4313
THRU: Catherine A. Stern
Secretary III, X4308

Please place the following item on the **CONSENT** agenda for the Council Meeting of **MARCH 30, 2004.**

Item should read as follows:

RFP No.:	2004-138R	Executive Search Firm for City Manager
Award to:	The Mercer Group, Inc.	
Item (s):	Dallas, Texas	
Amount:	\$60,000.00	
Department:	Mayor and Council	
Funds available:	Non Departmental Budget	
Funding source:	Non Departmental Budget	
Total award:	\$60,000.00	
District (s):	All	

The Review Committee based on evaluation factors established for this RFP
recommend award to The Mercer Group, Inc.

Additionally, it is requested authorization for City staff to negotiate, City Attorney's Office to
review, and the Mayor be authorized to execute any related contract documents and
agreements necessary during the contract.

Further it is requested that the Mayor and staff be authorized to execute budget
transfers for this award and project, as necessary.

Contact person: Byron E. Johnson, C.P.M., Director of Purchasing at 541-4113

AGENDA FOR: **MARCH 30, 2004**

02 8 11 97 000 1002
INTELLIGENCE TO ALL

PROJECT FORM

DATE: MARCH 25, 2004

PROJECT: EXECUTIVE SEARCH FIRM FOR CITY MANAGER
RFP NO: 2004-138R DEPARTMENT: MAYOR AND COUNCIL
BUDGET#: NON DEPARTMENTAL BUDGET
FUNDING SOURCE: NON DEPARTMENTAL BUDGET
RESPRESENTATIVE DISTRICT(S): ALL

VENDOR: THE MERCER GROUP, INC.
DALLAS, TX
ITEMS All
AMOUNT: \$60,000.00

The Review Committee based on evaluation factors established for this RFP recommend award to The Mercer Group, Inc.

Additionally, it is requested authorization for City staff to negotiate, City Attorney's Office to review, and the Mayor be authorized to execute any related contract documents and agreements necessary during the contract.

Further it is requested that the Mayor and staff be authorized to execute budget transfers for this award and project, as necessary.

PROPOSALS SOLICITED 15
PROPOSALS LOCALS 01
PROPOSALS RECEIVED 06
BIDS SVCS 06
"NO BIDS" RECEIVED 00
CURRENT TAXES PAID _____
OUT-OF-TOWN YES

TOTAL AWARD: \$60,000.00

FUNDS: AVAILABLE _____ NOT AVAILABLE _____ COMPTROLLER _____

COUNCIL: APPROVED _____ REJECTED _____ CITY CLERK _____

APPROVED: _____

COUNCIL MEETING OF: MARCH 30, 2004


Byron E. Johnson
BYRON E. JOHNSON
DIRECTOR OF PURCHASING

MOTION
March 22, 2003

Motion made, seconded and carried that the City of El Paso requires services to be performed in the process for management analysis, position analysis, study and recruitment for a City Manager for the City of El Paso, and that the City Council authorizes staff to negotiate, and the City Attorney's office to review and prepare a contract for City Council approval with the Mercer Group, Inc. as the executive search firm for City Manager.

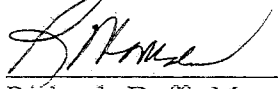
PASSED AND APPROVED this 22nd day of March 2004.

THE CITY OF EL PASO:



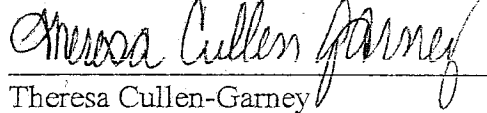
Joe Wardy
Mayor

ATTEST:



Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Theresa Cullen-Garney
Deputy City Attorney